

**HARBOR COMMISSION AGENDA**  
**Meeting Monday, December 13<sup>th</sup>, 2021**  
**Begins at 7:00 pm**  
**315 Bridge St, Elk Rapids, MI 49629**

**1. CALL TO ORDER AND ROLL CALL**

**2. APPROVAL OF MINUTES**

- a. Harbor Commission meeting held November 8<sup>th</sup>, 2021

**3. CONFLICT OF INTEREST:** Any commission member who believes he or she has a conflict of interest regarding any item on this agenda shall so state that conflict at this time. Does any member believe they have a conflict of interest regarding any item on this agenda?

**4. CITIZENS COMMENTS:** Any citizen who wishes to address the Harbor Commission on a matter not listed on this agenda may speak at this time. Persons addressing the Harbor Commission may state their name, address and, if applicable, their affiliation. The Village President should recognize the citizen before speaking. A five-minute limitation applies unless extended by the chairman. Citizens wishing to speak on matters listed on the agenda will be permitted, under the same limitations, to speak when the matter is brought before commission.

**6. REPORTS**

- a. Staff – Harbormaster (see attachment)
- b. Council – Doug Bronkema
- c. Treasurer’s Report (see attachment)

**7. OLD BUSINESS**

- a. Pavilion walkway
- b. Dock maintenance

**7. UNFINISHED BUSINESS**

- a. Harbor Commission appointment of Vice-Chair
- b. Harbor Commission 5-year plan public workshop scheduled for January 20<sup>th</sup> at 12:00pm Village Council Chambers
- c. Harbor Barge update from Commission

**8. NEW BUSINESS**

- a. 2022 Harbor budget items
- b. Vacant Commission seat has been selected and appointed by the Village President
- c. 2022 Pavilion contract
- d. Regular schedule harbor commission meeting start time for 2022 meetings

**9. CORRESPONDENCE**

- a. ACOE weekly summary
- b. ACOE forecast
- c. ACOE levels
- d. ACOE graph and summary of 2021

## **10. ADJOURNMENT**

**THERE WILL BE NO ZOOM LINK FOR PUBLIC PARTICIPATION**

When: December 13<sup>th</sup>, 2021, 7:00 PM Eastern Time (US and Canada)

Topic: Harbor Commission – December 13<sup>th</sup>, 2021

**DRAFT**

## **HARBOR COMMISSION MINUTES:**

**November 8<sup>th</sup>, 2021**

**CALL TO ORDER:** Meeting called to order at 7:00 P.M.

**PRESENT:** Bryant, Hansen, Blesma, Berck, Orschel

**ABSENT:** Wiltse, Bronkema

### **APPROVAL OF MINUTES:**

- a. Regular Harbor Commission meeting held October 11<sup>th</sup>, 2021: Commissioner Hansen motioned, and Commissioner Blesma seconded to approve minutes from the regular meeting October 11<sup>th</sup>, 2021. All members present voting yes (5-0). Motion carried.

### **REPORTS:**

- a. Harbormaster Singleton presented the monthly report to the Commission.
- b. Council: Report not made
- c. Treasurer: Harbormaster Singleton provided up to date FY2021-2022 revenue and expenditure report.

**CITIZENS COMMENT:** 0 citizen comments

### **OLD BUSINESS:**

- a. Barge update by Harbor Commission: Commissioner Orschel directed Commissioner Berck to work the Harbormaster on a new barge.
- b. Sidewalk and cement pad tripping hazard at Pavilion update by Harbor Commissioner Orschel: Commissioner Orschel stated that he called a company, however no onsite examination, quote, phone call, or estimate has been provided to Harbormaster
  - i. Commissioner Blesma stated that pavers should be put in place of cement pads

### **UNFINISHED BUSINESS**

- a. Harbor Commission Rules and Regulations discussion (Duties of Chair, Duties of Vice-Chair, Duties of Secretary, Authority of Commissioners, Harbor Commission Missions, Goals, etc.)
  - i. Commissioner Orschel seeking additional information about appointing a Vice-Chair to cover for future meetings that he will absent from.

### **NEW BUSINESS:**

- a. The Harbormaster identified the support and service needed from the Commission on updating the required 5-year plan
  - i. Commissioner Orschel directed Commissioner Hansen to work with Harbormaster on the 5-year plan
  - ii. Commissioner Berck requested the latest 5-year plan (2017/2018) be sent the Commission via email
- b. Commission Orschel wanted to know why 3 dock boxes on the Harbor docks? Harbormaster informed Commissioner Orschel that there was only 1 and that contact had been made with the owner of the box to have it removed.
- c. Commissioner Orschel and Commissioner Blesma wanted to know why the harbor has not replaced aluminum wire run on C dock. Harbormaster advised the commission that the aluminum wire run is inspected twice a year by a certified electrician. The aluminum wire is maintained with the proper insulation and conduit. The harbormaster advised the commission that there have been zero power or boater issues. The transformer is taking the 480-volt power to the breaker via copper wire. The breaker then transfers power to the aluminum wire (208/120) as it was designed to do. Additionally, there is no electrical leakage or stray current detected by the harbormaster and the certified electrician as noted on the preventive maintenance inspection sheets.

### **CORRESPONDENCE:**

- a. Great Lakes water levels
- b. ACOE weekly Great Lakes water level update
- c. MDNR seasonal rate schedule

**ADJOURNMENT:** Meeting adjourned at 7:36 P.M.

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE  
 PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/2021	AVAILABLE BALANCE	% BDGT USED
<b>Fund 407 - HARBOR CAPITAL</b>						
<b>Dept 000</b>						
407-000-672-000	INTEREST	300.00	232.44	0.00	67.56	77.48
407-000-691-106	FROM/HARBOR/594	25,000.00	0.00	0.00	25,000.00	0.00
407-000-699-000	PRIOR YR/ENDING CASH BALANCE	300,000.00	0.00	0.00	300,000.00	0.00
<b>Net - Dept 000</b>		<b>325,300.00</b>	<b>232.44</b>	<b>0.00</b>	<b>325,067.56</b>	
<b>Dept 544 - HARBOR</b>						
407-544-755-100	FUEL HOSE/NOZZLE REPLACEMENT	5,000.00	1,306.71	0.00	3,693.29	26.13
407-544-756-100	PURCHASE BUOYS	3,000.00	904.00	904.00	2,096.00	30.13
407-544-758-400	FUEL LINE REPLACEMENT	2,500.00	0.00	0.00	2,500.00	0.00
407-544-970-100	CAP/OUTLAY/SEC/CAMERA	22,000.00	17,536.33	1,227.00	4,463.67	79.71
407-544-973-000	DREDGING	65,000.00	52,928.85	0.00	12,071.15	81.43
407-544-975-801	BATH HOUSE HVAC	15,000.00	0.00	0.00	15,000.00	0.00
407-544-975-805	SIDEWALK MODIFICATION	40,000.00	0.00	0.00	40,000.00	0.00
407-544-975-806	BATH HOUSE UPGRADES	6,000.00	1,245.55	0.00	4,754.45	20.76
407-544-975-807	WEBCAM	1,000.00	0.00	0.00	1,000.00	0.00
407-544-975-810	RE-SET PAVERS	1,000.00	0.00	0.00	1,000.00	0.00
407-544-975-812	OFFICE FURNITURE	1,000.00	0.00	0.00	1,000.00	0.00
407-544-975-813	FUEL OFFICE IMPROVEMENT	1,000.00	0.00	0.00	1,000.00	0.00
407-544-975-815	TRANSFORMERS	20,000.00	0.00	0.00	20,000.00	0.00
407-544-975-816	PAVILION IMPROVEMENTS	6,000.00	0.00	0.00	6,000.00	0.00
407-544-975-818	RADIOS	1,500.00	0.00	0.00	1,500.00	0.00
407-544-975-819	SEWAGE PUMP	15,000.00	0.00	0.00	15,000.00	0.00
407-544-975-820	BARGE IMPROVEMENTS	8,000.00	0.00	0.00	8,000.00	0.00
407-544-975-821	DAY ROOM	5,000.00	645.20	0.00	4,354.80	12.90
407-544-975-822	WASHER/DRYER - COIN OPERATED	5,000.00	3,457.00	3,457.00	1,543.00	69.14
<b>Net - Dept 544 - HARBOR</b>		<b>(223,000.00)</b>	<b>(78,023.64)</b>	<b>(5,588.00)</b>	<b>(144,976.36)</b>	
<b>Fund 407 - HARBOR CAPITAL :</b>						
<b>TOTAL REVENUES</b>		<b>325,300.00</b>	<b>232.44</b>	<b>0.00</b>	<b>325,067.56</b>	<b>0.07</b>
<b>TOTAL EXPENDITURES</b>		<b>223,000.00</b>	<b>78,023.64</b>	<b>5,588.00</b>	<b>144,976.36</b>	<b>34.99</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>102,300.00</b>	<b>(77,791.20)</b>	<b>(5,588.00)</b>	<b>180,091.20</b>	<b>76.04</b>

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE  
 PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/2021	AVAILABLE BALANCE	% BDGT USED
<b>Fund 594 - HARBOR</b>						
<b>Dept 000</b>						
594-000-454-000	CONTRACTUAL/SEASONAL UPPER HAF	26,000.00	31,249.50	0.00	(5,249.50)	120.19
594-000-454-500	CONTRACTUAL/SEASONAL/NEW/UPPEI	38,000.00	50,014.50	0.00	(12,014.50)	131.62
594-000-455-000	CONTRACTUAL/SEASONAL LOWER HA	475,000.00	562,180.99	655.50	(87,180.99)	118.35
594-000-456-000	SALES/GAS	200,000.00	247,611.26	0.00	(47,611.26)	123.81
594-000-457-000	FEES/DIESEL	65,000.00	88,325.28	0.00	(23,325.28)	135.89
594-000-458-000	FEES/SEASONAL RAMP PASSES	8,500.00	10,008.01	0.00	(1,508.01)	117.74
594-000-458-100	FEES/DAILY RAMP PASSES/LOWER HA	6,700.00	8,494.00	0.00	(1,794.00)	126.78
594-000-459-000	FEES/TRAILER STORAGE	250.00	490.00	0.00	(240.00)	196.00
594-000-500-000	FEES/PUMP-OUT	6,000.00	6,660.00	0.00	(660.00)	111.00
594-000-500-200	FEES/ICE	4,000.00	4,644.15	0.00	(644.15)	116.10
594-000-500-300	FEES/POP	300.00	547.92	0.00	(247.92)	182.64
594-000-501-000	MERCHANDISE	1,000.00	2,178.00	0.00	(1,178.00)	217.80
594-000-503-000	FEES/BOAT SHOW	0.00	80.00	0.00	(80.00)	100.00
594-000-504-000	FEES/PAVILION RENTAL	5,000.00	4,950.00	0.00	50.00	99.00
594-000-505-000	FEES/COMMERCIAL RAMP PASS	2,000.00	1,850.00	0.00	150.00	92.50
594-000-600-000	FEES/TRANSIENT	160,000.00	189,953.07	5,078.70	(29,953.07)	118.72
594-000-672-000	INTEREST	500.00	605.49	0.00	(105.49)	121.10
594-000-693-250	REIMBURSEMENT/LIBRARY UTILITIES	2,000.00	2,047.13	225.05	(47.13)	102.36
594-000-694-000	MISC REVENUE	0.00	210.00	0.00	(210.00)	100.00
594-000-694-250	FEES/HARBOR WAITING LIST	2,500.00	6,120.00	400.00	(3,620.00)	244.80
594-000-695-100	LAUNDRY	1,000.00	1,078.50	0.00	(78.50)	107.85
594-000-695-200	UPPER HARBOR RAMP FEES	4,500.00	5,945.00	0.00	(1,445.00)	132.11
594-000-699-000	PRIOR YR/ENDING CASH BALANCE	250,000.00	0.00	0.00	250,000.00	0.00
<b>Net - Dept 000</b>		<b>1,258,250.00</b>	<b>1,225,242.80</b>	<b>6,359.25</b>	<b>33,007.20</b>	
<b>Dept 544 - HARBOR</b>						
594-544-700-000	SALARY & WAGES	270,369.00	181,667.19	12,901.42	88,701.81	67.19
594-544-701-000	OVERTIME	5,000.00	5,508.05	0.00	(508.05)	110.16
594-544-705-000	WAGE/HARBORMASTER	56,000.00	44,088.00	7,537.60	11,912.00	78.73
594-544-715-000	SOCIAL SECURITY	24,967.00	17,691.43	1,563.57	7,275.57	70.86
594-544-716-000	HEALTH INSURANCE	28,222.00	24,144.99	2,308.29	4,077.01	85.55
594-544-718-000	RETIREMENT	14,317.00	10,877.23	1,806.52	3,439.77	75.97
594-544-719-000	SICK & ACCIDENT	1,974.00	2,139.94	217.11	(165.94)	108.41
594-544-720-000	WORKER'S COMPENSATION	4,544.00	3,208.00	1,069.00	1,336.00	70.60
594-544-724-000	UNIFORM REPLACEMENT	3,500.00	3,199.85	0.00	300.15	91.42
594-544-730-000	POSTAGE	25.00	0.00	0.00	25.00	0.00
594-544-741-000	OFFICE/COMPUTER EQUIPMENT	3,000.00	1,673.28	679.98	1,326.72	55.78
594-544-751-000	FUEL	170,000.00	203,652.17	91.01	(33,652.17)	119.80
594-544-752-000	DIESEL GAS	60,000.00	52,750.92	0.00	7,249.08	87.92
594-544-754-000	MERCHANDISE	2,000.00	2,203.00	0.00	(203.00)	110.15
594-544-756-000	DUMPSTER	3,000.00	1,527.52	187.00	1,472.48	50.92
594-544-757-000	SUPPLIES	20,000.00	18,571.10	1,181.27	1,428.90	92.86
594-544-757-010	PAVILION SUPPLIES	2,000.00	20.00	0.00	1,980.00	1.00

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE  
 PERIOD ENDING 11/30/2021

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<b>Fund 594 - HARBOR</b>						
594-544-758-000	DUES & FEES	750.00	1,266.76	0.00	(516.76)	168.90
594-544-758-700	ICE	2,500.00	3,392.58	0.00	(892.58)	135.70
594-544-759-500	POP PURCHASE	400.00	467.13	0.00	(67.13)	116.78
594-544-760-300	PROPANE	1,200.00	283.13	0.00	916.87	23.59
594-544-803-000	AUDITOR	1,258.00	1,258.40	0.00	(0.40)	100.03
594-544-804-200	PROFESSIONAL SVCS	0.00	812.81	0.00	(812.81)	100.00
594-544-818-000	CONTRACTUAL FEES	20,500.00	32,802.87	987.28	(12,302.87)	160.01
594-544-818-500	SOFTWARE SUPPORT	3,500.00	2,035.93	0.00	1,464.07	58.17
594-544-853-000	PHONE/CELL/LONG DISTANCE	4,500.00	1,300.40	91.59	3,199.60	28.90
594-544-854-000	TV/CABLE/INTERNET FEES	23,000.00	15,006.25	3,418.68	7,993.75	65.24
594-544-855-000	CREDIT CARD PROCESSING FEES	8,500.00	801.00	79.00	7,699.00	9.42
594-544-864-000	TRAINING/CONFERENCES	3,500.00	647.73	0.00	2,852.27	18.51
594-544-880-000	COMMUNITY PROMOTION	5,000.00	2,206.12	170.50	2,793.88	44.12
594-544-900-000	PRINTING/PUBLICATION	3,000.00	2,755.17	0.00	244.83	91.84
594-544-910-000	INSURANCE/LIABILITY	9,900.00	9,422.64	0.00	477.36	95.18
594-544-920-000	UTILITIES	70,000.00	68,597.95	4,878.77	1,402.05	98.00
594-544-930-000	REPAIRS AND MAINTENANCE	43,500.00	38,880.80	11,709.21	4,619.20	89.38
594-544-930-150	PAIVILION MAINTENANCE/REPAIRS	500.00	3,597.90	0.00	(3,097.90)	719.58
594-544-932-200	PURCHASE LUMBER	3,000.00	1,496.00	0.00	1,504.00	49.87
594-544-941-000	STORAGE RENTAL	2,700.00	3,000.00	0.00	(300.00)	111.11
594-544-956-000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
594-544-958-200	HARBOR ACTIVITIES	3,500.00	0.00	0.00	3,500.00	0.00
594-544-965-200	TO/GEN/101/ADMIN	3,100.00	3,100.00	3,100.00	0.00	100.00
594-544-965-450	TR/TO/MOTOR VEHICLE/661	12,000.00	12,000.00	12,000.00	0.00	100.00
594-544-967-500	HARBOR CONTRACT REFUNDS	4,500.00	6,564.00	0.00	(2,064.00)	145.87
594-544-970-800	COMPUTER/SOFTWARE PURCHASE	0.00	3,850.00	0.00	(3,850.00)	100.00
594-544-972-400	SMALL EQUIPMENT	2,500.00	2,329.80	169.00	170.20	93.19
594-544-992-000	BOND PRINCIPAL	75,000.00	75,000.00	0.00	0.00	100.00
594-544-995-000	INTEREST	0.00	7,657.50	0.00	(7,657.50)	100.00
594-544-996-100	BOND INTEREST	16,290.00	8,632.50	0.00	7,657.50	52.99
594-544-999-000	TO/794/HARBOR BREAKWATER	25,000.00	25,000.00	25,000.00	0.00	100.00
<b>Net - Dept 544 - HARBOR</b>		<b>(1,018,516.00)</b>	<b>(907,088.04)</b>	<b>(91,146.80)</b>	<b>(111,427.96)</b>	
<b>Fund 594 - HARBOR :</b>						
<b>TOTAL REVENUES</b>		<b>1,258,250.00</b>	<b>1,225,242.80</b>	<b>6,359.25</b>	<b>33,007.20</b>	<b>97.38</b>
<b>TOTAL EXPENDITURES</b>		<b>1,018,516.00</b>	<b>907,088.04</b>	<b>91,146.80</b>	<b>111,427.96</b>	<b>89.06</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>239,734.00</b>	<b>318,154.76</b>	<b>(84,787.55)</b>	<b>(78,420.76)</b>	<b>132.71</b>

REVENUE AND EXPENDITURE REPORT FOR ELK RAPIDS VILLAGE  
 PERIOD ENDING 11/30/2021

GL NUMBER	DESCRIPTION	2021-22 AMENDED BUDGET	YTD BALANCE 11/30/2021	ACTIVITY FOR MONTH 11/30/2021	AVAILABLE BALANCE	% BDGT USED
<b>Fund 794 - HARBOR BREAKWATER RESERVE</b>						
<b>Dept 000</b>						
794-000-672-000	INTEREST	500.00	439.79	0.00	60.21	87.96
794-000-695-000	FR/594/HARBOR OPERATIONS	25,000.00	25,000.00	25,000.00	0.00	100.00
794-000-699-000	PRIOR YR/ENDING CASH BALANCE	600,000.00	0.00	0.00	600,000.00	0.00
<b>Net - Dept 000</b>		<b>625,500.00</b>	<b>25,439.79</b>	<b>25,000.00</b>	<b>600,060.21</b>	
<b>Fund 794 - HARBOR BREAKWATER RESERVE:</b>						
<b>TOTAL REVENUES</b>		<b>625,500.00</b>	<b>25,439.79</b>	<b>25,000.00</b>	<b>600,060.21</b>	<b>4.07</b>
<b>TOTAL EXPENDITURES</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET OF REVENUES &amp; EXPENDITURES</b>		<b>625,500.00</b>	<b>25,439.79</b>	<b>25,000.00</b>	<b>600,060.21</b>	<b>4.07</b>
TOTAL REVENUES - ALL FUNDS		2,209,050.00	1,250,915.03	31,359.25	958,134.97	56.63
TOTAL EXPENDITURES - ALL FUNDS		1,241,516.00	985,111.68	96,734.80	256,404.32	79.35
NET OF REVENUES & EXPENDITURES		967,534.00	265,803.35	(65,375.55)	701,730.65	27.47





## MEMORANDUM

**TO:** Bryan Gruesbeck  
**FROM:** Mike Singleton, Harbormaster  
**DATE:** December 1<sup>st</sup>, 2021  
**RE:** November 2021 Monthly Report

1. Canceled contracted pavilion sidewalk repair work with Ayers, delay until spring
2. Installed all 34 bubblers on lower harbor docks
3. 2022 budget submitted to Village
4. Phone conference call with MDNR regarding grants for new harbor barge
5. Painted day room, removed old tv and replaced with pavilion tv
6. Procured new microwave oven and refrigerator for pavilion
7. Painted ebuilding office, new carpet, new desk, new chairs
8. Quotes received for new counter tops and cabinets in day room
9. Annavon installed audible alarm system in the fuel dock office
10. Pulled 7 park benches for DPW to refinish
11. Continued working on 5-year plan, incorporating a workshop to take place in January
12. Received quote for replacing tattered canvas and additional canvas awnings at BBQ area
13. Removed one remaining dock box
14. Zoom meetings with Dockwa Reservation team
15. Began booking 2022 summer concerts
16. ACE welding meeting set up for an onsite visit to inspect current barge
17. Ordered commercial stackable washer and dryer
18. Winterized barge motor, pulled barge out of water
19. Clean Marina operations committee meeting held on zoom
20. Meeting with Bay Harbor Yacht Club coordinating a shakedown cruise and reciprocal boat swap 2022

**Village of Elk Rapids  
Harbor Monthly Statistics**

	May Harbor Stats		June Harbor Stats		July Harbor Stats	
	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold
Gas	\$7,425.12	1801	\$25,583.31	7352	\$99,170.04	23,505
Diesel	\$3,802.02	1004	\$22,832.63	6174	\$29,179.36	9,126
Transient	\$10,750.00	153	\$21,444.00	355	\$64,614.67	896
Waiting List	\$400.00	20	\$680.00	34	\$1,400.00	44
Daily Ramp Passes	\$1,869.50	267	\$1,905.50	272	\$2,310.00	330
Seasonal Ramp Passes	\$4,170.00	104	\$2,640.00	66	\$2,470.00	62

	August Harbor Stats		September Harbor Stats		October Harbor Stats	
	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold	Revenue	Number/ Gallons Sold
Gas	\$72,183.00	16,130	\$22,736.97	4,962	\$6,692.54	1,550
Diesel	\$19,952.00	6,354	\$8,012.35	2,356	\$2,755.98	410
Transient	\$41,144.00	664	\$18,305.00	352	\$7,938.70	89
Waiting List	\$1,440.00	16	\$900.00	9	\$300.00	3
Daily Ramp Passes	\$2,669.00	381	\$863.00	123	\$1,067.75	153
Seasonal Ramp Passes	\$268.00	7	\$60.00	2	\$0.00	0

2021 Harbor Stats	
Revenue	Number/ Gallons Sold
Gas	\$247,611.26      55,300
Diesel	\$88,325.28      25,424
Transient	\$189,953.07      2509

**Village of Elk Rapids  
Harbor Monthly Statistics**

Waiting List	\$6,120.00	126
Daily Ramp Passes	\$14,439.00	2063
Seasonal Ramp Passes	\$11,858.01	250

\$1850 of the sum is for commercial use



US Army Corps  
of Engineers  
Detroit District



DETROIT DISTRICT  
U.S. ARMY CORPS OF ENGINEERS  
CELRE-CHW  
477 MICHIGAN AVENUE  
DETROIT, MICHIGAN 48226

### **NOVEMBER 2021 GREAT LAKES WATER LEVEL SUMMARY**

#### **LAKE SUPERIOR**

Lake Superior continued its seasonal decline and declined 4 inches to a level of 601.64 feet. The November mean level was 4 inches below the November long-term average (LTA) level, 13 inches below its November 2020 mean level and 20 inches below its record high November level from 1985. Provisional water supplies were a record low for the month of November due to above average evaporation and below average precipitation and runoff. The 6-month forecast indicates that Lake Superior will continue its seasonal decline into March and begin its seasonal rise in April. From December to May, the water level is forecast to be 3 to 5 inches below its LTA levels and 8 to 14 inches below levels from a year ago.

#### **LAKE MICHIGAN-HURON**

Lake Michigan-Huron also declined about 4 inches from October to November. The November mean level of 579.95 feet was 15 inches above the LTA level, but 17 inches below its level from last year. The November mean level was also 24 inches below the record high November level. The Lake Michigan-Huron basin received well below average water supplies in November likely due to above average evaporation and below average precipitation and runoff. The 6-month forecast predicts Lake Michigan-Huron will continue its seasonal decline through the winter. Water levels are forecast to be 9 to 18 inches below last year's levels and 23 to 26 inches below record high levels from December to May. However, water levels are forecast to be 9 to 13 inches above LTA levels over the next 6 months.

#### **LAKE ST. CLAIR**

Lake St. Clair also continued its decline from October to November and declined 5 inches to a level of 575.72 feet. The November monthly mean level was 22 inches above its monthly LTA level, 7 inches below its November 2020 level, and 13 inches below its record high November level. The recent 6-month forecast indicates the lake will continue its seasonal decline through the winter and begin its seasonal rise in the spring. Over the next 6 months, water levels are forecast to be 5 to 10 inches below last year's levels and 16 to 21 inches below record high levels. Also, from December to May water levels are forecast to be 12 to 20 inches above LTA levels.

#### **LAKE ERIE**

Lake Erie declined 2 inches from October to November to a level of 572.93 feet. The November monthly mean level was 24 inches above its LTA November level, 9 inches below the November record high level, and 1 inch below the level from last year. Water supplies were below average in November likely due to above average evaporation and well below average precipitation. The recent 6-month forecast indicates Lake Erie will continue its seasonal decline through the winter months. From December to May, water levels are forecast to be 0 to 8 inches below last year's levels and 13 to 17 inches below record high levels. Additionally, water levels are forecast to remain 13 to 21 inches above LTA levels over the next 6 months.

#### **LAKE ONTARIO**

Lake Ontario rose 3 inches from October to November to a level of 245.60 feet. The November monthly mean level was 13 inches above the November LTA level and 10 inches above last year's level. The November mean level was also 13 inches below the record high November level. Lake Ontario received above average water supplies likely due to well above average runoff. The recent 6-month forecast predicts that the lake will resume its seasonal decline into January, and then begin its seasonal rise during the late winter. Water levels are forecast to be 2 to 11 inches above LTA levels and 6 to 14 inches above levels from a year ago over the next 6 months. Also, water levels are forecast to be 15 to 29 inches below record high levels from December to May.

10/18/2021

BUDGET REPORT FOR ELK RAPIDS VILLAGE  
Calculations as of 10/31/2021

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 ACTIVITY
-----			
FUND 407- Harbor Capital			
APPROPRIATIONS			
407-544-755-100	FUEL HOSE/NOZZLE REPLACEMENT	5,729	745
407-544-756-100	PURCHASE BUOYS	1,199	2,346
407-544-758-400	FUEL LINE REPLACEMENT		
407-544-964-000	WEED CONTAINMENT	5,273	
407-544-970-100	CAP/OUTLAY/SEC/CAMERA		7,497
407-544-973-000	DREDGING	55,125	
407-544-975-400	PEDESTAL UPGRADE		32
407-544-975-700	PURCHASE LOCKS	110	660
407-544-975-801	BATH HOUSE HVAC		
407-544-975-803	CREDIT CARD SOFTWARE/EQUIP		648
407-544-975-804	WI-FI ACCESS POINTS	9,055	2,361
407-544-975-805	SIDEWALK MODIFICATION		
407-544-975-806	BATH HOUSE UPGRADES		1,218
407-544-975-807	WEBCAM	1,597	429
407-544-975-810	RE-SET PAVERS	1,550	
407-544-975-812	OFFICE FURNITURE	1,354	
407-544-975-813	FUEL OFFICE IMPROVEMENT	2,140	200
407-544-975-815	TRANSFORMERS	20,127	8,636
407-544-975-816	PAVILION IMPROVEMENTS		
407-544-975-818	RADIOS		2,475
407-544-975-819	SEWAGE PUMP		1,438
407-544-975-820	BARGE IMPROVEMENTS		
407-544-975-821	DAY ROOM		3,652
407-544-975-822	WASHER/DRYER - COIN OPERATED		4,882
407-544-980-000	TO/794/BREAKWATER RESERVE		25,000

407-544-981-150	TR/TO/HARBOR/594	59,188	
407-544-981-350	HARBOR PICK UP TRUCKS		1
TOTAL APPROPRIATIONS		162,447	62,220

## Fund 594 - HARBOR

## APPROPRIATIONS

594-544-700-000	SALARY & WAGES	217,263	179,778
594-544-701-000	OVERTIME	3,727	4,889
594-544-705-000	WAGE/HARBORMASTER	54,721	58,066
594-544-706-000	TO/GEN/101/POLICE WAGES	15,000	15,000
594-544-715-000	SOCIAL SECURITY	21,173	18,293
594-544-716-000	HEALTH INSURANCE	7,143	7,691
594-544-718-000	RETIREMENT	9,458	9,211
594-544-719-000	SICK & ACCIDENT	1,454	1,553
594-544-720-000	WORKER'S COMPENSATION	4,820	3,882
594-544-724-000	UNIFORM REPLACEMENT		4,075
594-544-730-000	POSTAGE		25
594-544-741-000	OFFICE/COMPUTER EQUIPMENT	90	1,558
594-544-751-000	FUEL	159,013	169,221
594-544-752-000	DIESEL GAS	56,233	38,441
594-544-754-000	MERCHANDISE		2,285
594-544-756-000	DUMPSTER	2,309	3,815
594-544-757-000	SUPPLIES	17,753	16,424
594-544-757-010	PAVILION SUPPLIES		
594-544-758-000	DUES & FEES	13	7,661
594-544-758-700	ICE	2,492	2,495
594-544-759-500	POP PURCHASE	17	289
594-544-760-300	PROPANE	1,196	808
594-544-801-000	ATTORNEY	988	
594-544-803-000	AUDITOR	1,258	1,258
594-544-804-200	PROFESSIONAL SVCS		4,014
594-544-818-000	CONTRACTUAL FEES	13,162	25,497
594-544-818-450	EQUIPMENT/COMPUTER	948	
594-544-818-500	SOFTWARE SUPPORT	1,358	1,283
594-544-853-000	PHONE/CELL/LONG DISTANCE	7,222	4,205
594-544-854-000	TV/CABLE/INTERNET FEES	22,003	19,817
594-544-855-000	CREDIT CARD PROCESSING FEES	11,274	13,142

594-544-864-000	TRAINING/CONFERENCES	2,431	395
594-544-880-000	COMMUNITY PROMOTION	4,158	4,276
594-544-900-000	PRINTING/PUBLICATION	3,110	2,781
594-544-910-000	INSURANCE/LIABILITY	9,183	9,719
594-544-920-000	UTILITIES	70,739	71,480
594-544-930-000	REPAIRS AND MAINTENANCE	26,105	54,241
594-544-930-150	PAIVILION MAINTENANCE/REPAIRS		115
594-544-932-200	PURCHASE LUMBER		1,945
594-544-941-000	STORAGE RENTAL	4,000	5,200
594-544-956-000	MISCELLANEOUS	1,030	500
594-544-958-200	HARBOR ACTIVITIES		
594-544-965-200	TO/GEN/101/ADMIN	2,800	2,800
594-544-965-400	TO/HARBOR CAP/407		81,733
594-544-965-450	TR/TO/MOTOR VEHICLE/661	10,000	10,000
594-544-967-500	HARBOR CONTRACT REFUNDS	6,851	2,863
594-544-968-100	DEPRECIATION EXPENSE	274,477	275,580
594-544-970-800	COMPUTER/SOFTWARE PURCHASE	3,850	
594-544-972-400	SMALL EQUIPMENT	1,778	2,469
594-544-992-000	BOND PRINCIPAL		
594-544-995-000	INTEREST		
594-544-996-000	TO/HARBOR BOND DEBT/795	122,205	
594-544-996-100	BOND INTEREST		17,547
594-544-999-000	TO/794/HARBOR BREAKWATER		25,000
TOTAL APPROPRIATIONS		1,174,805	1,183,320



Fund 794 - HARBOR BREAKWATER RESERVE

Bryan and I will handle this one with council :)

2021-22 AMENDED BUDGET	2021-22 ACTIVITY THRU 10/31/21	2022-23 REQUESTED BUDGET
5,000	1,307	
3,000		
2,500		
22,000	16,309	
65,000	52,929	
15,000		
40,000		
6,000	1,246	
1,000		
1,000		
1,000		
1,000		
20,000		
6,000		
1,500		
15,000		
8,000		
5,000	645	
5,000		

-----  
223,000

72,436

270,369	163,856		N/A
5,000	5,508		N/A
56,000	34,397		N/A
			N/A
24,967	15,588		N/A
28,222	19,528		N/A
14,317	8,560		N/A
1,974	1,923		N/A
4,544	2,139		N/A
3,500	3,200		
25			
3,000	993		
170,000	203,518		
60,000	52,751		
2,000	2,203		
3,000	1,341		
20,000	17,418		
2,000	20		
750	1,267		
2,500	3,393		
400	467		
1,200	283		
1,258	1,258		
	813		
20,500	29,599		
3,500	1,726		
4,500	1,194		
23,000	11,214		
8,500	722		

3,500	648
5,000	2,036
3,000	2,755
9,900	9,423
70,000	57,383
43,500	27,172
500	3,598
3,000	1,496
2,700	3,000
500	
3,500	
3,100	
12,000	
4,500	6,564
	3,850
2,500	2,161
75,000	75,000
	7,658
16,290	8,633
25,000	
-----	
1,018,516	796,256



NOTES

# 2022 Edward C. Grace Memorial Harbor Pavilion Agreement

Edward C. Grace Memorial Harbor enjoys the distinction of being one of the finest Harbors on Lake Michigan located in the Northwest Region of the State of Michigan. We welcome groups who will be considerate and cooperative of the Harbor's policies.

To achieve a basic understanding between Tenant and Harbormaster, this Rules and Regulation Policy have been created for easy reference. The responsibilities of each are clearly outlined in the following rules, most of which are based on state, county or local laws (ordinances) and enforced by them accordingly. Upon reading these rules and mutually agreeing to abide by them, both Harbormaster and Tenant will sign the accompanying agreement form.

## Pavilion Use

The Pavilion will be open May 15<sup>th</sup> - October 15<sup>th</sup>

## Private Use

The Pavilion will be available for private use to renters on a first come, first serve basis from May 15<sup>th</sup> to June 14<sup>th</sup>, and from the first Tuesday following Labor Day weekend to October 15<sup>th</sup> subject to the Pavilion policies, rules, and regulations regarding use.

## Application

Confirmation of private use shall be secured through an application with a security/cleaning deposit of \$250 to the Harbormaster. Confirmation of applications will be approved/disapproved by the Harbormaster. If cancellation is necessary, the security deposit **may** be refunded if the cancellation is made at least 72 hours prior to the beginning of the event.

## Rules, Regulations & Management Policy

The Pavilion is owned by the Village of Elk Rapids and operated by the Harbor and is for the use of the Harbor, boaters, their families, guests, and other renters. It is understood that all guests, slip holders, and non-slip holders must submit an application for approval of use. The use of such equipment and facilities is at the expense risk of the user who will be held responsible for all damages and breakage resulting from misuse and abuse.

To ensure proper use of both the rented premises and the entire building, renters agree to comply with the following Rules & Regulations. These **Rules & Regulations** are part of the renters' lease. Unless otherwise stated, the word "Building" means the Edward C. Grace Memorial Harbor Pavilion and the surrounding premises.



## 2022 Edward C. Grace Memorial Harbor Pavilion Agreement

- Maximum capacity shall not exceed 140 people
- No smoking, e-cigarettes, vape, marijuana or smokeless tobacco allowed
- Shoes and proper attire must be worn in the Pavilion at all times
- No soliciting or peddling by private or commercial enterprise is permitted
- The Pavilion is available for private rental. Regular, consecutive bookings shall be restricted to groups totally comprised of seasonal and transient boaters. All parties must complete a reservation form and pay, in advance, a security/cleaning deposit of \$250.00 to hold the reservation date. The hourly fee is \$100.00. Renters reserving the building in the evening (past 6pm) will be charged a fee of \$250.00 per hour. The security/cleaning deposit **MAY** be refunded if the Pavilion is cleaned and left in the same condition that it is received. All tenants shall be responsible for any and all damages to the facilities. Pavilion must be cleaned and vacated by 12:00 am midnight.
- Activities must remain within the area reserved by the tenant. Violation of this rule will be sufficient grounds for the Harbormaster to withhold the full cash deposit.
- Any and all tenants who reserve banquet facilities and permits the serving and consumption of alcoholic beverages at the event, does so at his/her own risk and must provide proper insurance coverage of no less than \$500,000.00. The insurance shall include the Village of Elk Rapids as an insured party. Verification shall be provided 2 weeks prior to the rental date.
- No gambling activities are sanctioned except those permitted by law and restricted to non-profit service organizations properly licensed by state or local authorities.
- Harbor nor the Harbormaster will not be responsible for items left in the Pavilion.
- Gas grills on the Pavilion premises during non-private use is permitted.

## **2022 Edward C. Grace Memorial Harbor Pavilion Agreement**

- Renters (1) will use the premises for the purpose(s) set forth in their application (including not to exceed the number of invitees) only, (2) will not conduct any business in or from the premises, (3) will obey all laws, ordinances, and health regulations, (4) and will do nothing that may injure the reputation or condition of the building.
- Renters will not use or have present hazardous material during the use of the Pavilion.
- Renters shall respect the rights of all others, including Harbor slip holders, to peace and quiet and will not disturb any of them unreasonably by shouting or other loud use of their voices, with noise, music, radios, televisions, odor, or in any other way. All abusive, disorderly, violent or harassing conduct by a renter or invitees including but not limited to abusive and/or foul language, sexually explicit comments or gestures toward renters, occupants, or Harbor personnel is prohibited and is grounds for immediate termination of rental. Stereos must be turned off between the hours of 11:00 pm and 8:00 am. Nudity is prohibited. Likewise, vandalism of any kind by a renter on or to the Pavilion is prohibited. The use of any type or class of fireworks is prohibited.
- Renters will not operate any breaker controls relating to the building's utility services.
- Renters will not obstruct entrances, public areas, exits, driveways, parking areas, walks, or fire escapes.
- Renters may only decorate the tables. Use of tape, glue, nails, or screws is not permitted.
- No open flames inside or outside of the Pavilion (i.e. candles, torches, fires, etc.)
- Animals are not allowed inside at any time, under any circumstances, except for legally authorized service pets.
- No furnishings may be taken from the premises outside or otherwise.
- Bikes, rollerblades, and skateboards are not allowed in the building.

## 2022 Edward C. Grace Memorial Harbor Pavilion Agreement

- Renters will act reasonably to conserve the water and energy, and will report running toilets, faucets, etc. to Harbormaster for service.
- Renters will use toilets and sinks only for their primary purpose and will never use them to dispose of sweepings, rubbish, rags, garbage, sanitary napkins, or other items likely to clog them. Renters are liable for any expense if it incurs for repairing damage (including unclogging toilets and drains) caused by the renters, their guests, or invitees.
- Parking for the Pavilion is limited to the Cedar Street Parking Lot ONLY (across from the Public Restrooms) unless prior arrangements have been made and **approved** by the Harbormaster. Limited handicap parking is available at the Harbor (see Harbormaster).
- Trash and garbage shall be placed in the trash and recycle containers provided by the Harbor.
- Renters shall not display any signs, flags, pennants, placards, advertisements, notices, pictures, ornaments, stickers, handbills, or other lettering so as to be visible on the outside of the building or premises.
- No tents with stakes shall be driven into the grounds
- Renters will never go on the roof of the building for any reason.
- Renters are responsible for the behavior of all their guests, visitors, and invitees. Such persons may not break Renter's Lease or these Rules & Regulations. Renters are responsible to pay for any damages or clean-up resulting from the conduct of their guests, visitors and invitees.
- Possessing, using, or storing lethal weapons anywhere in the building is strictly prohibited. Lethal weapon is defined as any deadly weapon which, from the manner used, is calculated or likely to produce death or serious bodily injury. This includes, but is not limited to: all firearms, hunting knives, switchblades, bows & arrows, machetes, or other knives.
- Police intervention due to renters or their invitees' conduct shall be just cause for immediate termination and loss of deposit.

## 2022 Edward C. Grace Memorial Harbor Pavilion Agreement

Renters are strictly liable to reimburse the Village of Elk Rapids for repair of any damage caused by violation of any of these Rules by Renters or by their guests.

I, the undersigned, being an adult, state that I have received these Rules and Regulations, that I have had a chance to read them, and that I understand them. I understand that these Rules and Regulations are part of the Lease, and I agree to comply fully with all of the requirements of the Lease, including these Rules and Regulations.

\_\_\_\_\_  
RENTER (Signature)

\_\_\_\_\_  
DATE

RENTER (Please print) \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TELEPHONE \_\_\_\_\_

EMAIL \_\_\_\_\_

DATE OF EVENT \_\_\_\_\_

TIME OF EVENT \_\_\_\_\_

TYPE OF EVENT \_\_\_\_\_

APPROX. NUMBER OF GUESTS \_\_\_\_\_

SPECIAL REQUESTS \_\_\_\_\_

## Information

Recorded monthly mean water levels in this bulletin are derived from a representative network of water level gages on each lake (see cover map). Providers of these data are the U.S. Department of Commerce, NOAA, National Ocean Service, and Integrated Science Data Management, Department of Fisheries and Oceans, Canada. The Detroit District, Corps of Engineers and Environment and Climate Change Canada derive historic and projected lake levels under the auspices of the Coordinating Committee on Great Lakes Basic Hydraulic and Hydrologic Data.

This bulletin is produced monthly as a public service. The Corps also, on a weekly basis publishes online the *Great Lakes, Connecting Channels and St. Lawrence River Water Levels and Depths*, which provides a forecast of depths in the connecting rivers between the Great Lakes and the International Section of the St. Lawrence River. This *Monthly Bulletin of the Lake Levels for the Great Lakes* is available free of charge by writing to the address shown on the front cover, by calling (313) 226-6441 or emailing [hphm@usace.army.mil](mailto:hphm@usace.army.mil). Notices of change of address should include the name of the publication. This information is available on the internet at <https://www.lre.usace.army.mil/Missions/GreatLakesInformation.aspx>.

### Great Lakes Basin Hydrology November 2021

Preliminary estimates of precipitation indicate the Great Lakes basin received below average precipitation during the month of November. The individual lake basins also received below average precipitation for the month, which ranged between 54% to 87% of average, depending on the lake. Water supplies were well below average on Lakes Superior and Michigan-Huron, with Superior's provisional water supplies ranking the lowest on record for the month of November. Lake Ontario was the only lake to have above average water supplies during the month. Outflows remained above average out of Lakes Michigan-Huron and Ontario, while Lake Superior's outflow was below average. The flow in the Niagara River was a provisional record high for the month of November.

From October to November, all the lakes experienced a decline in lake level, except for Lake Ontario, which experienced a slight rise in level. Lake Superior and Lake Michigan-Huron each declined 4 inches, Lake St. Clair dropped 5 inches, and Lake Erie declined about 2 inches. Lake Ontario rose 3 inches from October to November. The 6-month forecast projects that all the lakes will decline from November to December.

PRECIPITATION (INCHES)								
BASIN	November				12-Month Comparison			
	2021	Average (1900-2017)	Diff.	% of Average	Last 12 months	Average (1900-2017)	Diff.	% of Average
<b>Superior</b>	<b>2.16</b>	<b>2.48</b>	<b>-0.32</b>	<b>87</b>	<b>23.39</b>	<b>30.59</b>	<b>-7.20</b>	<b>76</b>
<b>Michigan-Huron</b>	<b>1.86</b>	<b>2.76</b>	<b>-0.90</b>	<b>67</b>	<b>27.94</b>	<b>32.52</b>	<b>-4.58</b>	<b>86</b>
<b>Erie</b>	<b>1.56</b>	<b>2.87</b>	<b>-1.31</b>	<b>54</b>	<b>33.46</b>	<b>35.55</b>	<b>-2.09</b>	<b>94</b>
<b>Ontario</b>	<b>2.29</b>	<b>3.15</b>	<b>-0.86</b>	<b>73</b>	<b>34.78</b>	<b>35.83</b>	<b>-1.05</b>	<b>97</b>
<b>Great Lakes</b>	<b>1.93</b>	<b>2.76</b>	<b>-0.83</b>	<b>70</b>	<b>28.17</b>	<b>32.76</b>	<b>-4.59</b>	<b>86</b>

Lake	November WATER SUPPLIES <sup>1</sup> (cfs)		November OUTFLOW <sup>2</sup> (cfs)	
	2021	Average <sup>3</sup> (1900-2008)	2021	Average <sup>3</sup> (1900-2008)
<b>Superior</b>	<b>-73,000</b>	<b>17,000</b>	<b>67,000</b>	<b>78,000</b>
<b>Michigan-Huron</b>	<b>-57,000</b>	<b>39,000</b>	<b>215,000</b>	<b>190,000</b>
<b>Erie</b>	<b>-13,000</b>	<b>-3,000</b>	<b>256,000</b>	<b>201,000</b>
<b>Ontario</b>	<b>38,000</b>	<b>21,000</b>	<b>296,000</b>	<b>238,000</b>

Notes: Values (excluding averages) are based on preliminary computations; cfs denotes cubic feet per second.

<sup>1</sup> Net basin supply is the net result of precipitation falling on the lake, runoff from precipitation falling on the land which flows to the lake, and evaporation from the lake. Negative net basin supply denotes evaporation exceeded runoff and precipitation. The net total supply can be found by adding the net basin supply and the outflow from the upstream lake.

<sup>2</sup> Does not include diversions.

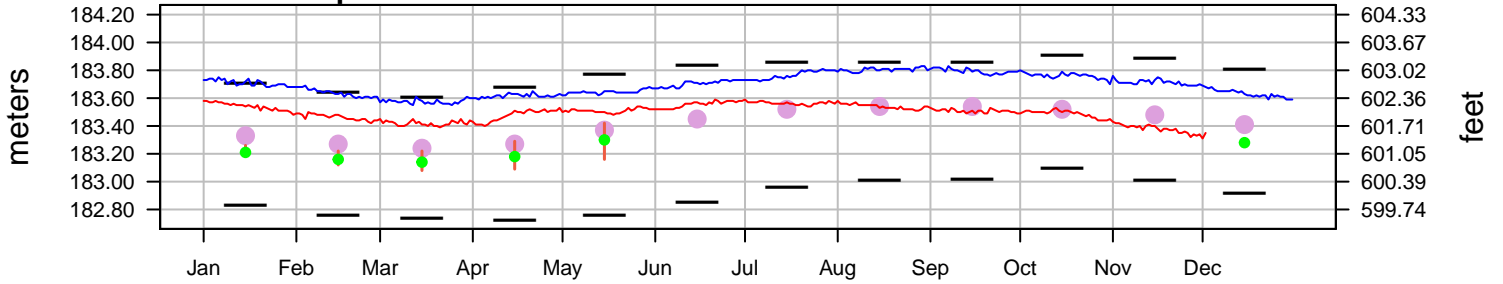
<sup>3</sup> Lake Ontario average water supplies and average outflows are based on period of record 1900-2005



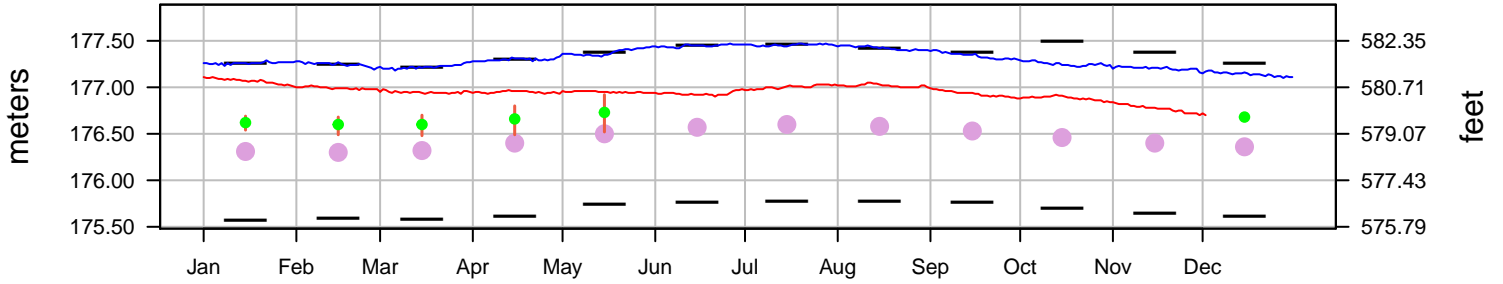
# Daily Great Lakes Water Levels

- 2021
- 2020
- Coordinated Forecast
- LTA Monthly Mean
- Record High/Low Monthly Mean

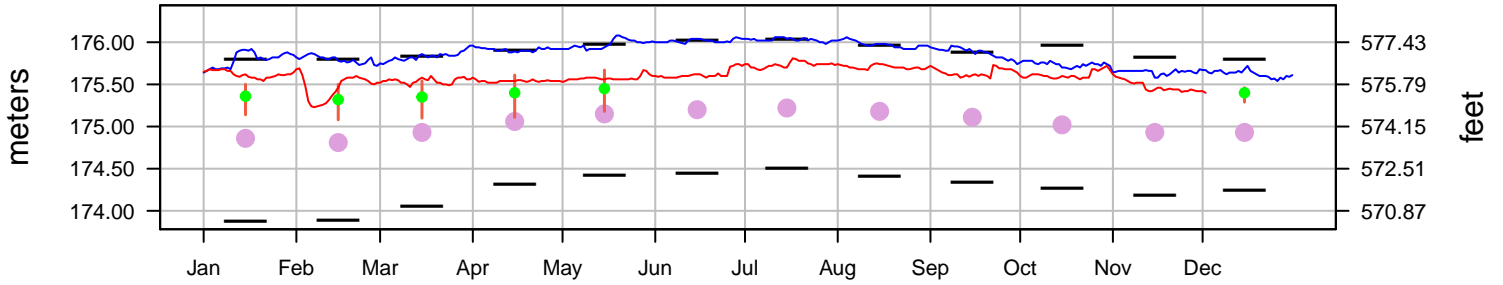
## Lake Superior



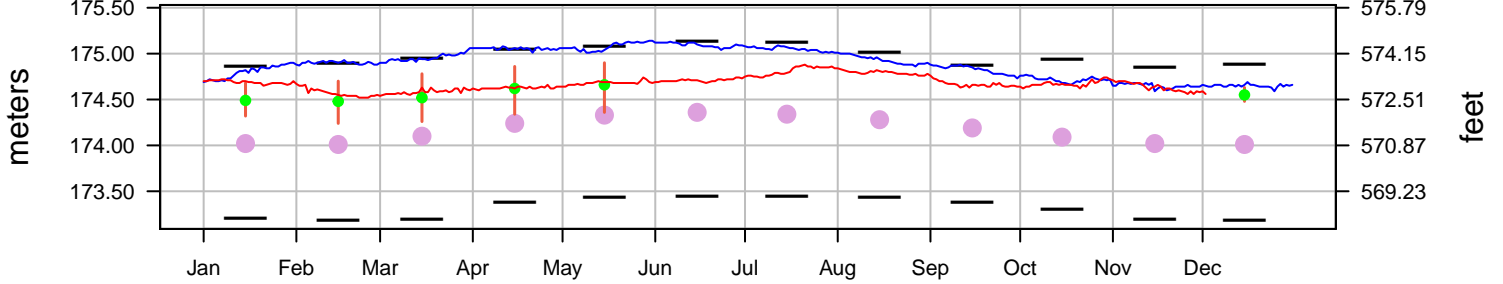
## Lake Mich-Huron



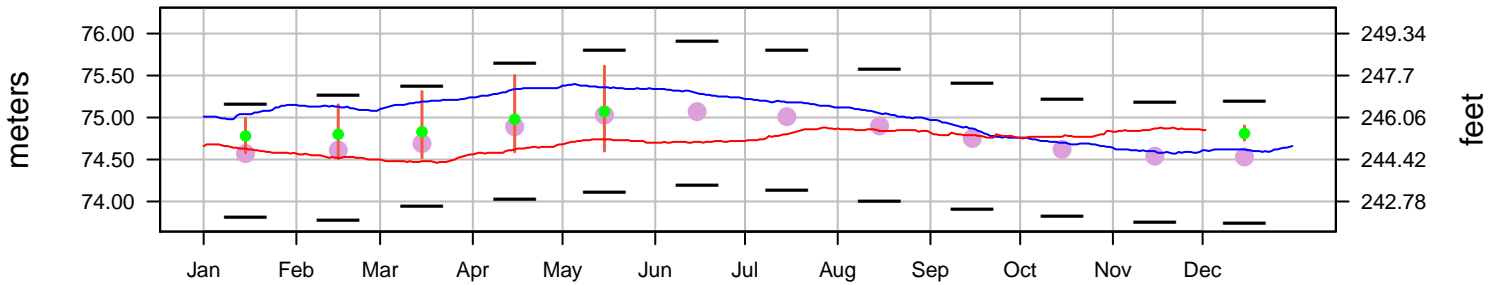
## Lake St. Clair



## Lake Erie



## Lake Ontario



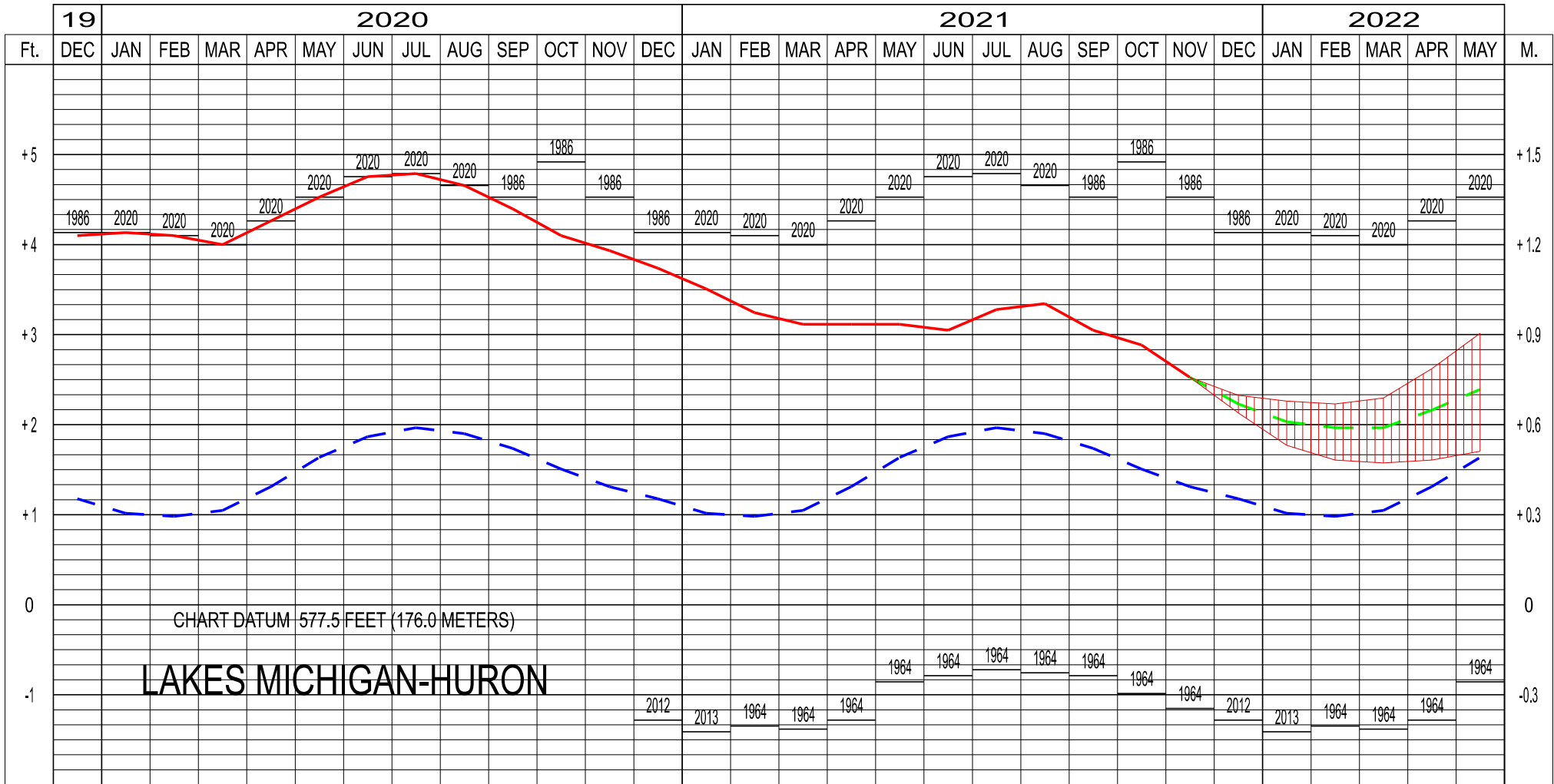
Lakewide average levels are based on a network of water level gages located around the lakes.

LTA and record levels are computed from a period of record of 1918 to 2020

Elevations are referenced to the International Great Lakes Datum (1985).

Updated 2021-12-06

# LAKES MICHIGAN-HURON WATER LEVELS - DECEMBER 2021



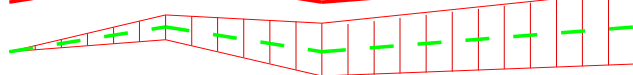
## LEGEND

LAKE LEVELS

RECORDED



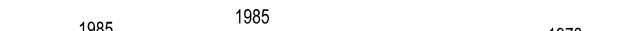
PROJECTED



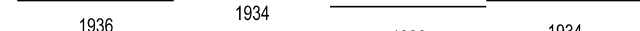
AVERAGE \*\*



MAXIMUM \*\*



MINIMUM \*\*



\*\* Average, Maximum and Minimum for period 1918-2020